

SENIOR MAINTENANCE MECHANIC III (SHEETMETAL)

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this foreman level position supervises a staff, including at least one journeyman, in performing maintenance and repair. The incumbent inspects facilities and recommends action. The incumbent is responsible for planning and implementing a sheet metal and welding maintenance and repair program for a large group of facilities. The incumbent plans and lays out work, estimates materials, costs and staffing requirements. Work is performed with considerable independence in accordance with departmental goals, procedures and trade standards. More complex jobs may require detailed instructions, blueprints or sketches from an engineer or technician. The incumbent is fully proficient in the skills and practice of the trade, with full knowledge of the principles, tools and techniques. The difference between this foreman level position and that of the journeyman, is that the foreman supervises at least one journeyman and supervises a number of lower level full-time, seasonal and temporary personnel. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Assigns work to, supervises and routinely inspects the work of subordinates;

Supervises and participates in forming sheet metal into the various sizes and shapes acquired for specific jobs;

Supervises and participates in the fabrication of duct work and the installation of same, along with registers, diffusers and dampers;

Fabricates and installs security screens, insect screens, gratings and other heavy metal guards;

Inspects roofs, recommends and plans repair schedules;

Supervises and participates in the fabrication, installation and repair of gutters, leaders, skylights, and flashings for roofs;

Supervises and participates in the repair of various types of roofing;

Supervises and participates in repairing kitchen equipment, operating room equipment and other hospital equipment in which sheet metal and related mechanical problems exist;

Supervises and participates in using welding, soldering, brazing and cutting techniques in the repair and replacement of mechanical equipment and structural steel;

Assists in planning for alteration and repairs, estimating material cost, staffing requirement and time required;

Insures that work areas are kept in a clean, orderly and safe condition;

EXAMPLES OF WORK: (Illustrative Only) (Cont'd.)

Prepares personnel time sheets, requisitions materials and supplies and prepares other reports;

Recommends new methods, techniques and equipment to increase efficiency;

Performs routine and emergency repairs and maintenance, both scheduled and in response to emergency situations, as required;

Depending on work location, may operate equipment and devices, participate in snow removal, etc. as assigned.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the tools, techniques and terminology of the sheet metal, welding and roofing trades; thorough knowledge of the accident and safety precautions of the trade; working knowledge of applicable codes such as NYS Uniform Fire Prevention and Building Code; ability to lay out a new job in the most economical and satisfactory manner, specifying the amounts of materials to be used and estimating time and materials costs; ability to give effective supervision of lower level personnel; ability to work effectively with supervisor and executive personnel in carrying out the duties of the position; resourcefulness and imagination in meeting new and unusual building and repair problems; initiative in carrying out work and in seeking improved work methods; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either: (a) high school or equivalency diploma and eight years of increasingly responsible sheet metal and welding experience, four of which must have been in a wide variety of sheet metal and welding maintenance, fabrication and installation work without close supervision and two of which must have involved the lay out of work; or (b) two years experience as a journeyman subsequent to the completion of a four year apprenticeship program under a journeyman; or (c) any satisfactory equivalent combination of the foregoing training and experience.

NOTE: Apprenticeship training or training gained by the completion of technical courses in sheet metal or welding at a school or institute or branch of the Armed Services may be substituted for the above training and experience on a year-for-year basis.

SPECIAL REQUIREMENT: Possession of a valid New York State driver's license.

SPECIAL REQUIREMENT: Depending on work assignment, must meet standards of OSHA regulation 1910.134 Respiratory Protection, and will be required to meet Federal, State and local standards with respect to health and safety.

West. Co.
J.C.: Non-Competitive
MML596

Job Class Code: C2427
Job Group: X